



# Committee on Information Technology

## Office of the City Administrator

San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, Suite 352

### **Draft Minutes**

#### **Budget and Performance Subcommittee Meeting City and County of San Francisco**

Friday, March 6, 2020

10:00 am – 12:00 pm

City Hall, Room 305

---

#### **Members**

Ken Bukowski – Chair, Deputy City Administrator/CFO, City Administrator's Office

Carrie Bishop – Chief Digital Services Officer, City Administrator's Office

Rachel Cukierman – Deputy Director of Administration and Finance, Assessor-Recorder

Julia Dawson – Deputy Director, Public Works

Alaric Degrafinried – Acting Director, Public Works

Heather Green – Director, Capital Planning

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Anna Duning – Analyst, Mayor's Office

Michael Liang – CIO, Public Library

Ian Law – CIO, Airport

Todd Rydstrom – Deputy Controller, Controller's Office

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Matthias Jaime – Director, Committee on Information Technology

#### **1. Call to Order by Chair**

Mr. Ken Bukowski called the meeting to order at 10:04 am.

#### **2. Roll call**

Ken Bukowski

Rachel Cukierman

Julia Dawson

Crispin Hollings

Adrian Liu (for Anna Duning)

Ian Law

Jack Wood (for Todd Rydstrom)

Tajel Shah

Matthias Jaime

### **COIT Staff**

Emma Fernandez

### **Guests**

Rand Miyashiro

Will Sanson-Mosier

Sherman Luk

Michelle Fisher

Jerry Burdick

### **3. Approval of Minutes**

This item was not addressed.

### **4. Department Updates & Announcements**

The Assessor's Office is implementing the new recorder system on July 1.  
The City closed the first quarter on March 6.

### **5. FY 2020-21 & FY 2021-22 COIT Budget Overview**

Mr. Matthias Jaime presented an overview of funding availability and projects requesting funding, as well as a proposed schedule for department presentations to the subcommittee.

Mr. Ken Bukowski noted that an hour of the April 10 meeting will be reserved for any additional projects that the members want to hear. Members can follow up with Matthias if there are additional projects they want to add to the schedule.

### **6. Enterprise Department Strategic Technology Priorities for FY 2020-21 & FY2021-22**

San Francisco International Airport

Mr. Ian Law presented on San Francisco International Airport's technology priorities. The Airport's major IT goals are to address persistent security threats, asset utilization, resource optimization, a modern service model, and disruptive innovation.

Some key accomplishments include implementing a managed security system, developing an API to allow airlines to estimate time between doors and gates, implementing cloud based passenger processing in Terminal 1, creating an app for reporting issues in the

airport, adopting wifi 6 in most of the airport, adding advanced security lanes and testing biometric boarding, and working on RFID bag tracking.

#### Municipal Transportation Agency (SFMTA)

Ms. Lisa Walton presented on the Municipal Transit Authority's technology priorities. SFMTA is working on a major project to develop a next generation customer information system. The project's goal is to keep customers updated and informed about their trip throughout their journey. SFMTA has completed public outreach, with about 5,000 responses to their survey about transportation use. The system will include software with the ability to make predictions, an analytics platform, a new mobile app with trip planning capacity, stationary digital signage, and on-board digital signage.

#### San Francisco Public Utilities Commission

Mr. Ken Salmon presented on the Public Utilities Commission's technology priorities. The SFPUC's strategic goals are reliable service and assets, organizational excellence, effective workforce, financial sustainability, stakeholder and community interest, and environmental stewardship. In the realm of reliable services and assets, technology priorities include building out the Maximo asset management system, increasing capacity for telecommuting, improving continuity of operations capability, and improving the information security program. In the realm of operational excellence, technology priorities include moving to cloud based systems, expanding the network, moving to VoIP, implementing smart city streetlight hubs, implementing an electric billing system, developing a learning management system, improving stormwater flow cost allocation, increasing use of Office 365 suite, and sewer system improvement.

#### Port of San Francisco

Mr. Jerry Burdick presented on the Port of San Francisco's technology priorities. Recent accomplishments include the rollout of Windows 10, collaborative work with the Department of Technology on cybersecurity including rolling out FireEye, and developing a draft technology strategic plan. The Port's long-term technology goals include moving storage and systems to the cloud, focusing on business needs, and improving telephony.

### **7. Public Comment**

There was no public comment.

### **8. Adjournment**

The meeting adjourned at 11:46 am.